

SECRET

DD/S 70-4530

1 6 NOV 1970

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
✓ Director of Security
Director of Training
Chief, Support Services Staff
[REDACTED]

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SUBJECT : Implementation of OMB Circular A-44 (Revised),
dated 16 February 1970

REFERENCE : Routing Sheet Note to Above Adses fr C/PS-DD/S;
re same subject; w/att

1. Directorate Planners met with [REDACTED] on 16 November
in order to formulate additional implementation instructions mentioned in
the reference.

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2. It is hoped that the reporting instructions can, at some future
date, be modified to permit inclusion of the information called for in the
annual report in the normal budget submittals.

3. The first report to be submitted to the Chief, DD/S Plans Staff
no later than 21 December 1970 should include nothing at all regarding FY
1970. This initial report is necessary because the data was not included
when the last budget went forward, and the report covers the period of
time between 1 January and 30 June 1971. Please note that Section I,
"Management Effectiveness Goals," and Section II, "Cost Reduction
Goals," are the only sections to be included in the initial report. The
first full report will be submitted so as to reach the Executive Director-
Comptroller on 30 June 1971. This report will contain all four sections
and will cover the period 1 July 1971 - 30 June 1972.

4. Your reports should be limited to your own Office's budget.
This is necessary in order to avoid confusion as to who claims what
savings.

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5. [] has stated that a form and set of instructions will be prepared for the 30 June 1971 report. No such uniformity is needed for the first report.

[]

Chief, DD/S Plans Staff

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<input type="checkbox"/>		<input checked="" type="checkbox"/>	SECRET
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	DD/PTOS - 3 cys		
2	DD/IOS - 3 cys		
3	DD/PS - 3 cys		
4	C/A&TS		
5	C/SRS		
6	C/SSC		
<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY
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<input type="checkbox"/>		<input type="checkbox"/>	PREPARE REPLY
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<input type="checkbox"/>		<input type="checkbox"/>	SIGNATURE
Remarks: <div style="text-align: right; margin-right: 50px;"><i>File Copy</i></div> <p style="text-align: center;">This amends our memorandum, same subject, dated 13 November 1970. The deadline remains 14 December 1970.</p> <p style="text-align: left;">25X1</p>			
FOLD HERE TO RETURN TO SENDER			
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ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE

Remarks:

OK coordinate

② Per our discussion - copy should be given to our recipients -

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DATE

Executive Officer

NOV 1970

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